
To: All Rental Housing Tax Credit Recipients

Notice: MFD-11-07

From: IHCDA Multi Family Department

Date: March 18, 2011

Re: **2010 Common Cited Physical Inspection Non-compliance Issues**

As a service to Owners and Management Companies of Section 42 Developments, IHCDA is providing a list of the most common physical inspection non-compliance issues identified during the 2010 Monitoring Year. The list includes findings identified in the third party periodic inspection reports and IHCDA Pre-8609 inspection reports, where this information is provided in order to help reduce these repetitive issues in the 2011 and future monitoring years.

During the 2010 IHCDA physical inspection year, the following non-compliance issues were the most commonly cited by Criterium VanMarter Engineers:

- Water heater safety valve piping missing
- Missing storm drainage downspouts
- Inoperable emergency lights
- Inoperable electrical GFCI outlet receptacles
- Missing fire extinguishers
- Smoke detectors missing or missing batteries
- Missing /damaged AC condensing units
- Entry door weather stripping damaged
- Blocked electrical panels
- Entry doors rusted
- Kitchen range hoods loose/inoperable
- Missing towel bars & tissue holders
- Missing/discharged fire extinguishers
- Vegetation growing out of storm drainage gutters
- Fogged thermo pane windows
- Unfinished drywall patches
- Missing/broken drawer facings & cabinet doors
- Furnace filters missing/plugged
- Frayed/worn carpeting
- Carpet stains
- Clothes dryer vent covers broken/missing/plugged with lint
- Inoperable bath exhaust fans
- Missing/broken towel bars/toilet tissue holders
- Damaged doors

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- Missing broken light fixture globes/covers
- Missing/damaged windows & window screens
- Expired inspection tags on fire extinguishers
- Drives/parking areas in need of seal-coating/stripping/repairs
- Flaking paint
- Loose stairway/balcony railing
- Range hood filters dirty/missing
- Mold/mildew present
- Inoperable fire alarm panels
- Deteriorated floor coverings
- Drywall damage
- Sealant/caulking needed in bathrooms & kitchens
- Missing/broken electrical outlet cover-plates
- Loose plumbing fixtures
- Inoperable/malfunctioning appliances
- Water damage
- Water/plumbing leaks

During the 2010 IHCD Pre-8609 physical inspection year, the following non-compliance issues were the most commonly cited:

- Fire rated doors propped open or would not fully close & latch
- Electrical outlets testing in excess of 5% Voltage drop
- Flammable storage cabinets not being electrically grounded/bonded as required
- Wall mounted smoke detectors mounted in excess of 12" below the ceiling
- Non Energy Star rated appliances installed, when identified in applications as Energy Star rated
- Water heater safety valve piping indirectly connecting to a source of contamination
- Screws installed in the clothes dryer exhaust ducts
- Furnace filters plugged/excessively dirty
- Clothes dryer vents clogged with lint
- Damaged clothes dryer vent back-draft dampers
- Missing smoke detectors
- Inoperable smoke detectors
- Batteries missing from smoke detectors
- Smoke detector dust/construction covers not removed after construction completed
- Electrical panels working clearances/clear floor space with storage in front of panel
- Inoperable emergency lights
- Materials in plenums exceeding flame spread & smoke developed ratings
- Electrical GFCI receptacles would not trip when tested
- Improper storage of gasoline and gasoline powered equipment
- Improper water heater safety valve discharge piping
- Loose/worn out electrical switches
- Unique features and amenities not provided, when identified in applications
- Purge piping, from water softeners connecting to sources of contamination
- No back-flow protection on faucets with hose threads and outside spigots
- Improper materials for clothes dryer vents/ducts/flex connectors (PVC)



- Damaged gusset plates on roof/ceiling trusses
- Roof/ceiling trusses installed backwards & missing required bearing locations
- Wiring supported with staples to tightly driven into the sheathing & damaging wiring insulation
- Holes bored through studs in bearing walls that exceeded 60% of the depth without being doubled
- Holes cut in the walls of fire rated corridors

***** During 2010, many unreported casualty losses received non-compliant 8823s for NOT reporting the occurrences within the 10-day requirement**

According to IRS Section 42 rules, units must be maintained in a habitable condition and in a rent ready state. If the owner or management company determines that a unit, building, or an entire development is not in compliance with the RHTC program requirements, IHCD should be notified immediately and a plan formulated, in writing, to bring the development back into compliance. Vacant Units boarded up to prevent looting/break-ins are required to be habitable and rent ready as well. Units that are not habitable are also required to be reported on the Owner Certifications as such.

